

Report for Week Ending 4 April 1956  
from  
RECORDS DISPOSITION BRANCH  
25X1A9a

Project 5-70 - Office of Training [REDACTED]

25X1A6d

No change from previous report. Awaiting approval of the schedule from the A & E Staff, the [REDACTED] and the Support Staff. Project is 89% complete.

Projects 5-77 (OCI), - 6-15 (DDI)

No change from previous report 25X1A9a

Project 6-11 - Office of Personnel [REDACTED]

The survey is being continued in the Military Personnel Division. Project is 46% complete.

FOIAb3b1

Project 6-23 [REDACTED] ( [REDACTED] ) 25X1A9a

The survey has been completed and revised Records Control Schedules are being typed. A new mail logging procedure is being installed to replace the "Mat card" which is no longer sent out with documents from OCR. The office has a problem yet to be resolved regarding the maintenance of a record set of economic abstract cards and the supplemental distribution stock. Also they intend to recall the bound volumes of [REDACTED] from the Records Center as they now have adequate space. This will change several items on the schedule. Project is 40% complete.

FOIAb3b1

Project 6-26 - Medical [REDACTED] 25X1A9a

The revised records control schedule has been typed and <sup>is</sup> ready for submission to the Medical Staff for review and approval. By application of the schedule the Psychiatric Division has retired 5 ft. of case files and expects to retire an additional 4 ft. in the near future. Project is 45% complete.

General Information

A Records Control Schedule for the Business Machines Service has been approved.

25X1A9a Mr. [REDACTED] is presently attending the Basic Management Course.

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[REDACTED]

~~CONFIDENTIAL~~